

## **Cancellation Policy & Refunds**

All conference cancellation requests must be received by faxing to 202-265-4435 or emailing to Darryl Hicks at <u>dhicks@dworbell.com</u>.

All conference cancellation requests must be received by faxing to 202-265-4435 or emailing to Darryl Hicks at dhicks@dworbell.com. A \$50 cancellation fee will be applied to all cancellation requests received no later than March 4, 2016. A \$150 cancellation fee will be applied to all cancellation requests received from March 5, 2016 through March 18, 2016. No refunds will be issued for cancellation requests received on or after March 19, 2016.

## Payment by Check

If you pay by check, you must submit payment before the next registration deadline passes.

For example, if you register at the Early Registration Rate and pay by check, payment must be received by Friday, February 26 or you will be charged the Regular Registration rate.

Please mail your check to

NRMLA Attn: Accounting 1400 16<sup>th</sup> St., NW Suite 420 Washington, DC 20036

## **Hotel Information**

The Eastern Regional Meeting is taking place at the InterContinental New York Times Square, located at 300 West 44th Street, New York, NY 10036.

You can learn more about the hotel and surrounding area by clicking <u>here</u>.

## **Booking Your Hotel Room**

NRMLA has reserved a block of rooms at the special discounted rate of \$289 per night. To make a reservation, please click <u>here</u> to book your room online or call the hotel at 888-627-7196.

When making your reservation please make sure to mention you are attending the National Reverse Mortgage Lenders Association conference.

Attendees must also register for the conference within two weeks of making a hotel reservation or the reservation will be automatically canceled.